

**HIGH BRIDGE BOARD OF EDUCATION  
REGULAR MONTHLY MEETING  
MONDAY, OCTOBER 19, 2009**

**Minutes**

**A., B., & C OPENING OF MEETING, PLEDGE OF ALLEGIANCE AND ROLL CALL**

**ROLL CALL**

Being duly posted and advertised in accordance with the Open Public Meetings Act, the Regular Monthly meeting was called to order at 6:01 p.m. in Room 209 (Computer Room) at the High Bridge Middle School. The following Board members were present: Susan Connor arrived at 6:40 p.m., Larissa Critelli, Kay Daughters-Musnuff, Janice Stemple, Shaun Tertel, William Stover, Karen Yaskanin-Jones, Barbara Gallagher, Vice President, and Robert Imhoff, President. Also present was Dr. William Caldwell, Interim Superintendent of Schools and Anthony Juskiewicz, Board Secretary/Business Administrator.

**D. PUBLIC COMMENTS**

**PUBLIC COMMENTS**

None

**EXECUTIVE/CLOSED SESSION**

**E. EXECUTIVE/CLOSED SESSION**

Based upon the recommendation of the Interim Superintendent, Karen Yaskanin-Jones requested a motion to approve the following **Resolution** to enter into Executive Session at 6:02 p.m.; Kay Daughters-Musnuff seconded the motion. Unanimously carried.

Resolved, that the Board of Education move into closed session for the purpose of discussing personnel, legal, and contractual matters; and be it further

Resolved, that the results of the discussion will be made public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

- Superintendent interviews and candidate deliberations
- Board member interview and candidate deliberations

Kay Daughters-Musnuff motioned to exit executive session and return to public session at 6:55 p.m. Janice Stemple seconded the motion. Unanimously carried.

**BOARD MEMBER  
INTERVIEW**

**F. SCHOOL BOARD MEMBER INTERVIEW TO  
BE CONDUCTED BEGINNING AT 6:45 P.M. –  
Shaun Tertel**

**RECOVENE  
PUBLIC SESSION**

**G. RECOVENE PUBLIC SESSION**

**ELECTION OF  
BOARD MEMBER  
Shaun Tertel**

**H. ELECTION OF BOARD MEMBER**

1. President calls for nomination  
Motion to nominate Shaun Tertel Board Member.

**ROLL CALL**

**M  
S**

**Roll Call:**

Barbara Gallagher - VP - Aye	Janice Stemple - Aye
Larissa Critelli – VP - Aye	William Stover - Aye
Susan Connor - Aye	Karen Yaskanin-Jones - Aye
Kay Daughters-Musnuff - Aye	Robert Imhoff – Pres - Aye

**OATH OF OFFICE**

**8 Ayes; Motion Passes**

**CODE OF SCHOOL  
ETHICS**

**OATH OF OFFICE TO NEW BOARD MEMBER**

The Business Administrator issued the oath of office to the newly appointed Board member Shaun Tertel.

**ADOPTION OF THE CODE OF SCHOOL ETHICS**

In accordance with Bylaw 9271 “Code of Ethics” and N.J.S.A. 18A:12-21 – 18A:12-25, the Business Administrator discussed with the new Board Member The Code of Ethics. Shaun Tertel signed the documentation that he has received a copy of it and has read and understood it.

**PUBLIC HEARING  
Violence &  
Vandalism Report**

**I. PUBLIC HEARING**

A Public Hearing was conducted to accept the final violence and vandalism report of 2008-2009 according to State P.L. 2001, c299 (Dr. Caldwell gave a Power Point presentation.)

Karen Yaskanin-Jones questioned are there different degrees of bullying? Is it always between students?

Dr. Caldwell replied all instances can have suspensions of varying degree of time for each circumstance. There are a variety of factors considered.

There were no questions from the public.

**J. REVIEW OF OFFICIAL CORRESPONDENCE**

CORRESPONDENCE

<u>Name</u>	<u>Date</u>	<u>Subject</u>
Kim Gorski	10/5/09	Leave of absence request (Attachment #1)
Shaun Tertel	10/15/09	Board Candidate Vacancy (Attachment #1A)

**K. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

ADOPTION OF MINUTES

September 21, 2009  
September 23, 2009

Based upon the recommendation of the Interim Superintendent, Kay Daughters-Musnuff motioned, seconded

by Janice Stemple, to approve the following minutes. Unanimously carried. Barbara Gallagher abstained regarding the September 23, 2009 Special Meeting Minutes. Shaun Tertel abstained on both minutes.

1. September 21, 2009 Regular Monthly Meeting (Attachment#2)
2. September 23, 2009 Special Meeting (Attachment #3)

REPORTS TO  
THE BOARD

**L. REPORTS TO THE BOARD**

**1. Board President's Report**

Board Committees &  
Chairperson Reports

**2. Board Committees and Chairperson Reports**

QSAC

- **QSAC Review Committee – Janice Stemple, Representative,** William Stover motioned, seconded by Kay Daughters-Musnuff, to acknowledge three NJ-QSAC required checklists from the “Operations” area and to authorize the Interim Superintendent to forward said checklists to the Hunterdon County Office of Education pursuant to the upcoming NJ-QSAC evaluation process in January 2010, as listed below:

- a. Student Attendance Policies/Procedures Compliance Checklist (Attachment #4)
- b. Policies/Procedures on Harassment, Intimidation & Bullying (Attachment #5)
- c. Code of Student Conduct Compliance Checklist. (Attachment #6)

ROLL CALL

M  
S

**Roll Call:**

William Stover - Aye	Janice Stemple - Aye
Kay Daughters-Musnuff - Aye	Shaun Tertel - Aye
Susan Connor - Aye	Karen Yaskanin-Jones - Aye
Larissa Critelli - Aye	Robert Imhoff – Pres - Aye
Barbara Gallagher – VP - Aye	

**9 Ayes; Motion Passes**

- **Community Relations – Kay Daughters-Musnuff, Chairperson**  
Susan Connor and Barbara Gallagher
- **Curriculum and Instruction – Susan Connor, Chairperson,** Shaun Tertel and Larissa Critelli
- **Finance/Facilities – William Stover, Chairperson,** Larissa Critelli, and Janice Stemple
- **Personnel and Management – Janice Stemple, Chairperson,** Kay Daughters-Musnuff and Karen Yaskanin-Jones
- **Negotiations – Janice Stemple, Chairperson,** Karen Yaskanin-Jones and William Stover
- **Policy – Shaun Tertel, Chairperson,** Kay Daughters-Musnuff and Karen Yaskanin-Jones

Policy

1) William Stover motioned, seconded by Janice Stemple, unanimously carried, in consultation with the Interim Superintendent to approve the following motions:

a) Motion to amend, on second reading, the following policies:

- Policy 2340 – Field Trips
- Policy 9100 – Public Relations

- **Ad Hoc Committee – Larissa Critelli,  
Chairperson.** Barbara Gallagher and William Stover
- **HCESC Representative – Barbara Gallagher**
- **NJSBA Delegate – Robert Imhoff**

Interim Superintendent's  
Report

**INFORMATION  
ITEMS**

### **3. Interim Superintendent's Report**

#### **a) INFORMATION ITEMS:**

- 1) Staff Attendance Report for September 2009  
(Attachment #7)
- 2) Enrollment report as of September 2009. Also included is the enrollment report as of September 2008 for comparison.  
(Attachment #8)
- 3) Review of August 2009 legal bill  
(Attachment #9)
- 4) Review of September 2009 legal bill.  
(Attachment #10)

**ACTION ITEMS**

#### **b) ACTION ITEMS:**

Interim  
Based upon the recommendation of the

Superintendent, Kay Daughters-Musnuff motioned, seconded by Larissa Critelli to approve the following items:

- 1) Motion to designate the week of October 19<sup>th</sup> as School Violence Awareness Week.
- 2) Motion to acknowledge Superintendent's report on 2008-2009 School Violence and Vandalism as required by N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3(f).
- 3) Motion to approve the annual field trip plan for:
  - a) Elementary School (Attachment #11)
  - b) Middle School (Attachment #12)
- 4) Motion to establish an award to be given annually to a graduating eighth grade student in memory of Linda Kesty as per attached.  
(Attachment #13)
- 5) Motion to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials, as approved by

High Bridge Chief of Police, Brett Bartman, and the Interim Superintendent and due to the county office by 11/15/09. (Attachment #14 - Signature page only)

**Note:** This document is 51 pages long and available for Board member review in the Interim Superintendent/Principal's office.

- 6) **Motion** to approve and authorize the Interim Superintendent/Principal to utilize the administrative consultant services available from Lynn Van Assen for up to ten (10) days, as needed, starting October 20, 2009 at the per diem rate of \$395.00 (same as this past summer).
  
- 7) **Motion** to acknowledge the temporary "chain of command" procedures for the High Bridge School District from Friday, October 30<sup>th</sup> through Tuesday, November 17, 2009 during the Interim Superintendent/Principal's approved absence:

HBMS Principal: Mr. Kolton has been approved as the Acting Principal and will be on duty in the Principal's office. Mr. Kolton will fulfill and facilitate the various aspects of the Principal's duties.

Superintendent's Office: In areas that require a signature or "every-day" processing at the CSA's level, Helen Meissner will facilitate the typical, normal and usual array of paperwork via the Interim Superintendent/ Principal's signature stamp.

If a matter requires an executive decision at the CSA's level, and cannot wait

until the Interim Superintendent returns to the office, Helen Meissner shall gather data, information and background on the matter and forward to Paul Nigro, who shall collaborate with the Board President to render a decision.

**ROLL CALL**

**Kay Daughters-Musnuff motioned, seconded by Janice Stemple to approve items b 1-7.**

**School Business  
Administrator's Report**

**Kay Daughters-Musnuff amended the above motion seconded by Janice Stemple to eliminate #3b - #3a&b**

**Roll Call:**

Kay Daughters-Musnuff – Aye	William Stover - Aye
Larissa Critelli – Aye	Shaun Tertel - Aye
Susan Conner – Aye	Karen Yaskanin-Jones - Aye
Barbara Gallagher - VP – Aye	Robert Imhoff – Pres. - Aye
Janice Stemple - Aye	

**9 Ayes; Motion Passes**

**4. School Business Administrator's Report**

**a. General Information Items**

1. NJ School Digest (Attachment #15)
2. Change with monthly reports due to AARA funding
3. Salary overpayment litigation cost analysis (Attachment #16)

**ES Principal's Report**

**b. Monthly Facility Maintenance Report**

None

**MS Principal's Report**

**c. Vandalism Report**

None

**PERSONNEL**

- |                                       |                 |
|---------------------------------------|-----------------|
| <b>d. Monthly Investment Interest</b> | <b>Amount</b>   |
| TD Bank-Current Account – Sept 09     | <b>\$250.66</b> |

**Approve employment contract  
for Bonnie Fleming, School  
Treasurer, \$2,330**

**5. Elementary School Principal's Report  
(Attachment #17)**

6. Middle School Principal’s Report (Sent via e-mail)

J. PERSONNEL

Approve co-curricular  
advisors

Based upon a recommendation of the Interim Superintendent, Janice Stemple motioned to approve the following items. Karen Yaskanin-Jones seconded the motion.

1) **Approve** an employment contract for **Bonnie Fleming**, School Treasurer for the 2009-2010 school year and salary in the amount of **\$2,330**, effective July 1, 2009 through June 30, 2010. This represents the same salary as the 2008-2009 employment contract.

2) **Approve** the following **co-curricular advisors** for the 2009-2010 school year to be paid at the hourly co-curricular rate of \$29.11 in accordance with the 2008-2011 negotiated agreement:

Approve Interscholastic  
Sports & Advisors

Activity	Staff Member(s)	Grade Level	# Hrs.	Compensation 2009-2010
HBMS TV – Production Advisor	Paige McGaheran	6-8	90	2,619.90
HBMS TV – Technical Advisor	Jeff Thompson	6-8	30	873.30
Drama Club – Advisor	Courtney Shiffman	6-8	50	1,455.50
Drama Club – Asst. Advisor	Jeff Thompson	6-8	25	727.75
Keyboarding Club	Judy Marcelliano	Elem.	14	407.54

Approve co-curricular  
advisors

3) **Approve** the following **Interscholastic sports and advisors** for the 2009-2010 school year to be paid in accordance with rates set forth in the 2008-2011 negotiated agreement:

Activity	Staff Member(s)	Grade Level	Compensation 2009-2010
Girls Basketball	Jerry Tolomeo	6-8	2,620.00
Boys’ Basketball	Mike Jones	6-8	2,620.00

4) **Approve** the following **co-curricular advisors** for the 2009-2010 school year to be paid at the hourly co-curricular rate of \$29.11 in accordance with the 2008-2011 negotiated agreement:

Approve unpaid FMLA  
for Kim Gorski 11/30/09  
– 2/21/10

Activity	Staff Member(s)	Grade Level	# Hrs.	Compensation 2009-2010
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After School Homework Assistance General Ed Students	Maria Arbelo	6-8	20	582.20 Local Funds
After School Homework Assistance IEP Students	Susan Vogler	5-8	20	582.20 IDEA Grant Funds

- 5) **Approve** a request for an unpaid leave of absence for **Kim Gorski** from November 30, 2009 through February 21, 2010 (or earlier if possible) in accordance with the Family Medical Leave Act.

Approve substitutes

- 6) **Approve** the following substitutes for the 2009-2010 school year:

Approve home instructors

Matthew Petrozelli	Lynda Clar
Kelly Darish	Holly McDonald
Linda Carr	Anthony Hendricks
Jeff White	Patricia Burd
Rebecca Dietz	

- 7) **Approve** the following employees as home instructors for the 2009-2010 school year on an as needed basis at the hourly rate of \$35.42 in accordance with the negotiated agreement:

STAFF MEMBER	AVAILABILITY
Christine Marucchi	Marking Periods 3 and 4
Jerry Tolomeo	Marking Periods 1, 3 and 4
Elizabeth Tyrell	Marking Periods 1, 2, 3, and 4
Cara Staviski	Marking Periods 1, 2, 3, and 4
Kim Terzuolo	Marking Periods 1, 2, 3, and 4
Kim Sandorff	Marking Periods 1, 2, 3, and 4
Judy Rogers	Marking Periods 1, 2, 3, and 4
Judy Marcelliano	Marking Periods 2 and 3
Marie Laurita	Marking Periods 2, 3 and 4
Lynn Hughes	Marking Periods 1, 2, 3, and 4 (her homeroom students only)
Nicole Locorotondo	Marking Periods 1, 2, 3, and 4
Anna Sbriscia	Marking Periods 1, 2, 3, and 4

Transfer Erin Asai from PT ES Instructional Aide to PT MS Instructional Aide

- 8) **Transfer** the assignment of **Erin Asai**, on a voluntary basis, from part-time Elementary School Instructional Aide to part-time Middle School Instructional Aide to fill a pending Middle School need, at the same salary from October 20, 2009 through June 30, 2010. (Switch in schools to accommodate needs).

ROLL CALL

**CURRICULUM &  
INSTRUCTION**

Approve  
trips/transportation

8<sup>th</sup> Grade to Voorhess HS  
1/6/10 Orientation

8<sup>th</sup> Grade to HC Polytech  
2/210

4<sup>th</sup> Grade to Solitude House  
Museum 10/20/09

4<sup>th</sup> Grade to Veteran  
Memorial Park 11/11/09

8<sup>th</sup> Grade to Main Street  
HB to decorate

Kindergarten and  
Inclusion Preschool to  
West Portal Pumpkin  
Patch 10/28/09

**Roll Call:**

Janice Stemple – Aye	Barbara Gallagher - VP - Aye
Karen Yaskanin-Jones – Aye	William Stover – Naye #3
Susan Connor – Naye #3	Shaun Tertel - Aye
Larissa Critelli – Aye	Robert Imhoff – Pres - Aye
Kay Daughters-Musnuff – Naye #3	

**Motion Passes**

**N. CURRICULUM & INSTRUCTION**

1. Susan Connor motioned, seconded by Janice Stemple, unanimously carried, to approve the following class trips and transportation:

- a) **Eighth Grade to Voorhees High School** on January 6, 2010, for orientation to high school program. Transportation is to be provided by First Student at a cost of \$60.75 per hour.
- b) **Eighth Grade to Hunterdon County Polytech** on February 2, 2010, for an introduction to Polytech programs. This trip correlates to Career Education and helps meet regulation N.J.A.C. 64:6. Transportation is to be provided by First Student at a cost of \$60.75 per hour.
- c) **Fourth Grade to Solitude House Museum** on Tuesday, October 20, 2009, to visit Museum, Falls and Union Forge. This trip correlates with 4<sup>th</sup> grade social studies curriculum and enables students to gain an appreciation for High Bridge’s rich history dating back to 1700.
- d) **Fourth Grade to Veterans Memorial Park** on Wednesday, November 11, 2009 (with a raindate of November 12<sup>th</sup>) for a tour of Veteran’s Memorial Park. This trip correlates with 4<sup>th</sup> grade social studies curriculum. There is no cost involved as students will walk from Elementary School to the Park.

- e) **Eighth Grade to Main Street, High Bridge** on Wednesday, November 26, 2009 for the annual “Deck the Streets With Boughs of Holly” Student Leadership activity. There is no cost involved as students will be walking downtown.
  
- f) **Kindergarten and Inclusion Preschool to the West Portal Pumpkin Patch, Bloomsbury, NJ** on Wednesday, October 28, 2009 (rain date October 29<sup>th</sup>) to visit the animals, learn about the farm, pick pumpkins and go on a hayride. This trip correlates with science units on “animals and their habitats” and “how things grow”. The cost per student of \$14.50 which includes transportation and admission is to be borne by parents/guardians.
  
- g) **Behavior Disabilities Class (K-8)** to attend the following vocational trips during the 2009-2010 school year. Transportation is to be provided by Hunterdon County Educational Services Commission and paid with I.D.E.A. funds. Admission costs (where applicable) are to be paid by parents/guardians. Students will practice their individual daily living skills and address appropriate social behaviors and skills. Each trip directly relates to skills addressed in class vocational program.

BD Class (K-8)  
Vocational Trips

Date	Location	Depart/Return Time	Cost per student
10/29/09	Hackettstown Movie Theater	11:00 am – 2:00 pm	\$8.00
11/12/09	Target, Phillipsburg, NJ	8:30 am – 11:30 am	N/A
11/19/09	McDonald’s in Clinton	10:00 am – 12:00 pm	N/A
12/3/09	ShopRite in Clinton	9:30 am – 11:00 am	N/A
12/17/09	Phillipsburg Mall, Phillipsburg, NJ	8:30 am – 12:00 pm	N/A
1/7/10	ShopRite in Clinton	8:30 am – 11:00 am	N/A
1/22/10	Oakwood Lanes, Washington, NJ	9:30 am – 12:00 pm	N/A
2/4/10	ShopRite in Clinton	9:30 am – 11:00 am	N/A
2/26/10	RVCC Theatre, Branchburg, NJ	10:30 am – 1:00 pm	N/A
3/4/10	ShopRite in Clinton	9:30 am – 11:00 am	N/A

3/18/10	Clinton/High Bridge Police and Rescue	9:30 am – 11:30 am	N/A
4/8/10	ShopRite in Clinton	9:30 am – 11:00 am	N/A
4/22/10	Country Griddle, Clinton, NJ	9:30 am – 11:00 am	N/A
5/5/10	ShopRite in Clinton	9:30 am – 11:00 am	N/A
5/20/10	Tetertown Nature Preserve, Califon, NJ	9:30 am – 11:30 am	N/A
6/18/10	Oakwood Lanes, Washington, NJ	9:30 am – 12:00 pm	N/A

**SCHOOL BUSINESS**

**O. SCHOOL BUSINESS**

Based upon the recommendation of the Interim Superintendent, in consultation with the School Business Administrator/Board Secretary, William Stover made a motion, seconded by Janice Stemple to approve the following items:

**PAYMENT OF BILLS**

**Invoices \$241,366.41**

**Payroll 9/30/09  
\$220,638.25**

**Payroll 10/15/09  
\$217,554.48**

**Cafeteria Invoices  
\$12,387.35**

**1. PAYMENT OF BILLS**

**Audit of Invoices (Attachment #18)**

- a) **Approve** invoices for Current Expense Fund 10 in the amount of **\$241,366.41 (2009-2010 Schedule 4)**
- b) **Approve** payroll for Current Expense Fund 10 in the amount of **\$220,638.25 (09/30/09)**
- c) **Approve** payroll for Current Expense Fund 10 in the amount of **\$217,554.48 (10/15/09)**
- d) **Approve** invoices for **Cafeteria** Account in the amount of **\$12,387.35**

<b>Date</b>	<b>Vendor</b>	<b>Amount</b>	<b>Description</b>	<b>Check No</b>
9/22/09	Total Business Systems	\$ 667.00	Cash Registers	
10/6/09	State of NJ	\$ 158.01	Inv. 306630	1191
	Dept. of Treasury	336.26	Inv. 306628	
		40.51	Inv. 306629	
	<b>Total</b>	<b>\$ 534.78</b>		
10/07/09	Maschio's Food Service, Inc.	\$ 8,103.64	IN0019383	1192
10/07/09	NJ Dept of Agriculture	\$ 96.35	Inv. 111838	1193
10/14/09	Restaurant Equipment Gallery	\$ 702.00	Inv. 6393 Trays	1194
<b>TOTALS</b>	Maschio's Food	<b>\$ 2,283.58</b>	Salaries/Wages	1195

12,387.35  
10/14/09

Service, Inc.



MAXIMUM ALLOWABLE  
TRAVEL EXPENSES,  
REGISTRATIONS &  
SUPPLIES

**2. MAXIMUM ALLOWABLE TRAVEL EXPENSES,  
REGISTRATIONS & SUPPLIES**

The Superintendent, in consultation with the School Business Administrator, recommends the Board approve the following that in accordance with Board of Education Policy No. 9250, "Expenses" the maximum travel allowance for the 07/08 school year shall be established at **\$12,850**. The maximum travel allowance for the 08/09 school year shall be established at **\$10,850** (**Attachment#19**)

USE OF FACILITIES

Halloween Parade  
10/31/09 use of MS  
Gym

Daisy Girl Scouts Use  
of ES

**3. APPROVE THE USE OF FACILITIES FOR THE  
FOLLOWING GROUPS: (Attachment # 20)**

- a) **Halloween Parade** – Use of Middle School gym on Saturday, October 31, 2009 in the event of inclement weather, from 11:00 am until 4:00 pm. **Advisor: Doug Walker**
- b) **Daisy Girl Scouts** – Use of Elementary School classroom on the second Friday of every month, November 13, 2009 to June 11, 2010 6:00 pm until 8:00 pm. **Advisor: Kelly Lynch**

ANNUAL  
MAINTENANCE  
BUDGET AMOUNT  
WORKSHEET

**4. ANNUAL MAINTENANCE BUDGET AMOUNT  
WORKSHEET** (Form M-1) per NJAC 6:24, approving the district Comprehensive Maintenance Plan:

**BE IT RESOLVED** that the Board of Education approves the following resolution for the Maximum Capital Reserve Amount:

**BE IT RESOLVED**, the High Bridge Board of Education has 16 projects identified in its 2005 Five-Year Long Range Facility Plan; and,

**BE IT RESOLVED**, these projects have an estimated total cost over the five-year period of \$755,000; and,

**BE IT RESOLVED**, it is estimated that the district may be eligible for state debt service of EDA grant funds for these projects in the amount of \$302,000. Accordingly, the estimated local share of these projects is \$453,000; and,

**BE IT RESOLVED**, To date, the High Bridge Board of Education has completed four projects, the reseal of the elementary parking lot, curb upgrades, replacement of bathroom sink water cutoff handles, sink traps and the installation of a new 24X40 shed. This has resulted in a reduction of \$150,000 from the total estimated project costs.

**BE IT RESOLVED**, the local share \$363,000, less the current balance of the capital reserve \$3,628.77 equates to \$359,371.23 which represents the maximum the High Bridge Board of Education may deposit in its capital reserve fund for the 2009-2010 school year.

**THEREFORE BE IT RESOLVED**, the High Bridge Board of Education approves the Statement of Certification.

**BE IT FURTHER RESOLVED** that the Board of Education approves the High Bridge Board of Education School Maintenance Budget Amount Worksheet (Form M-1) and the detailed actual expenditure worksheet and authorizes its submission to the Hunterdon County Superintendent. **(Attachment #21)**

**APPROVE  
SUBMISSION OF  
COMPREHENSIVE  
MAINTENANCE PLAN**

**5. APPROVE SUBMISSION OF COMPREHENSIVE  
MAINTENANCE PLAN**

**WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities as listed in the attached document for the various school facilities of the High Bridge Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the High Bridge Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the High Bridge Board of Education in compliance with Department of Education requirements.  
(Attachment #22)

ROLL CALL  
M  
S

**Roll Call:**

William Stover – Aye  
Janice Stemple – Aye  
Susan Connor – Aye  
Larissa Critelli – Aye  
Kay Daughters-Musnuff - Aye

Barbara Gallagher - VP - Aye  
Shaun Tertel - Aye  
Karen Yaskanin-Jones - Aye  
Robert Imhoff – Pres. - Aye

TRAVEL  
EXPENDITURE  
APPROVAL

**9 Ayes; Motion Passes**

ROLL CALL

**P. TRAVEL EXPENDITURE APPROVAL**

Based upon the recommendation of the Interim Superintendent, Karen Yaskanin-Jones motioned to approve the following (Attachment #23) Staff/Board members to attend workshops, conferences, etc. based upon the guidelines of the Travel Expenditure Resolution adopted November 5, 2007, seconded by Janice Stemple. (Attachment #23)

PUBLIC COMMENTS

EXECUTIVE/  
CLOSED SESSION

M  
S

**Roll Call:**

Janice Stemple – Aye  
Kay Daughters-Musnuff – Aye  
Susan Connor – Aye  
Larissa Critelli – Aye  
Barbara Gallagher – VP -Aye

William Stover - Aye  
Shaun Tertel - Aye  
Karen Yaskanin-Jones - Aye  
Robert Imhoff – Pres. - Aye

**9 Ayes; Motion Passes**

**Q. PUBLIC COMMENTS**

None

**R. EXECUTIVE/CLOSED SESSION**

Based upon the recommendation of the Interim Superintendent, Janice Stemple requested a motion to approve the following **Resolution** to enter into Executive Session at 8:42 p.m.; Kay Daughters-Musnuff seconded the motion. Unanimously carried.

Resolved, that the Board of Education move into closed session for the purpose of discussing personnel, legal, and contractual matters; and be it further

Resolved, that the results of the discussion will be made public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

- 2009-2009 Grievance #1 – Level Four
- Litigation – Alparone et. al. vs. the High Bridge BOE re: salary overpayments
- Litigation High Bridge Teachers Association vs. the High Bridge BOE re: salary overpayments
- September 21, 2009 Executive Meeting Minutes review (see sealed envelope)
- September 23, 2009 Executive Meeting Minutes review (see sealed envelope)

William Stover motioned to exit executive session and return to public session at 8:55 p.m. Janice Stemple seconded the motion. Unanimously carried.

**RECOVENE PUBLIC SESSION**

**S. RECOVENE PUBLIC SESSION**

**ADOPTION OF EXECUTIVE MINUTES**

**T. ADOPTION OF EXECUTIVE MINUTES FROM PREVIOUS MEETINGS**

Based upon the recommendation of the Interim Superintendent, Janice Stemple motioned, seconded by Larissa Critelli to approve the following items.

1. September 21, 2009 Executive Meeting Minutes
2. September 23, 2009 Executive Meeting Minutes

**ROLL CALL**

**Roll Call:**

**M  
S**

Janice Stemple – Aye	William Stover - Aye
Larissa Critelli – Aye	Shaun Tertel - Abstain
Susan Connor – Aye	Karen Yaskanin-Jones – Aye
Kay Daughters-Musnuff – Aye	Robert Imhoff, Pres. - Aye
Barbara Gallagher – VP – Abstain 9/23/09	



**Motion Passes**

**NEW BUSINESS**

**U. NEW BUSINESS**

None.

**PUBLIC COMMENTS**

**Q. PUBLIC COMMENTS**

None.

**ADJOURNMENT**

**R. ADJOURNMENT**

Having no further business to come before the Board, Kay Daughters-Musnuff motioned to adjourn the meeting at 8:57 p.m. The motion was seconded by William Stover. Unanimously carried.

Respectfully submitted,

Anthony Juskiewicz  
Board Secretary/Business Administrator